

January 23, 2008

BFSA0108/11

Dear Administrator:

It is time to prepare the Fair Rental Value and Pass-Through Data Report for the period March 1, 2007 thru February 29, 2008. This report is optional; however, a timely and accurate report must be submitted to receive a property rate adjustment. The report forms and supporting documents are **due in our office no later than Monday, March 3, 2008. No extensions will be granted.**

FRV reports and supporting documentation received after March 3, 2008 will **not** be accepted. Reports and supporting documentation in transit as of March 3, 2008 but received after March 3, 2008 will not be accepted. An incomplete report will not be considered as having been submitted on time. An incomplete report is a report where a required schedule is missing or is incomplete. No additional optional schedules to a report will be accepted after March 3, 2008.

Major Renovation information claimed on the report that is not substantiated by the submitted supporting documentation will be disallowed. It is, therefore, essential that complete supporting documentation, as described in the instructions, be included with the report's submission.

Please read the instructions carefully before completing the forms. The instructions and forms can be found at:

<http://health.utah.gov/medicaid/stplan/NursingHomes/NhFcpForms.htm>

Please e-mail an electronic version to: dickjeffs@utah.gov. Also, please mail one original set of the forms and supporting documentation to:

Via U.S. Mail

Utah Department of Health
Division of Health Care Financing
Audit Unit, 3rd Floor
Attn: Dick Jeffs
PO Box 143104
Salt Lake City UT 84114-3104

Via UPS or FedEx

Utah Department of Health
Division of Health Care Financing
Audit Unit, 3rd Floor
Attn: Dick Jeffs
288 North 1460 West
Salt Lake City UT 84116

As a reminder, the March 3, 2008 deadline applies to both the electronic copy and hard copy.

Schedule 4, 5 and 7 are new this year. The purpose of Schedule 4 is to provide a consistent and organized link between "Schedule 3 Major Renovation" line items and the related supporting documentation. Schedule 5 is the "Supporting Documentation Batch Cover Page." Schedule 7 has been added to provide bed banking information.

If you have any questions concerning the instructions or forms, please contact Dick Jeffs at dickjeffs@utah.gov or (801) 538-6034 or Roger Price at rogerprice@utah.gov or (801) 538-6468.

Sincerely,

Dick Jeffs

Dick Jeffs
Medicaid Auditor

Roger Price

Roger Price
Medicaid Auditor